AGENDA

Stadium Authority Meeting 99-500 Salt Lake Boulevard Honolulu, Hawaii 96818 July 26, 2007

(Revised 7/20/07)*

10:00 AM

- I. Call to Order
- II. Approval of Minutes of June 28, 2007 for Public Meeting and Executive Session
- III. Monthly Reports
 - A. Chairman's Report
 - B. Stadium Manager's Monthly Report
 - C. UHAD Monthly Report
 - D. Centerplate/Swap Meet Monthly Report
 - E. Hawaii Malls, Inc Monthly Report
- IV. Approval of Events
 - A. Roosevelt High School marching Band Rehearsals October 7, 14, 21, 28, 2007 (Saturdays)
 - B. Soccer United Marketing
 Pan Pacific Championship
 February 20-23, 2008 (Wednesday thru Saturday)*
 - C. Pearl City High School Graduation May 31, 2008 (Saturday)*
 - D. Mililani High School Graduation June 1, 2008 (Sunday)*
 - E. Subaru Hawaii Car Sales Clinic*September 18-19, 2007 (Tuesday and Wednesday)

V. Unfinished Business

- A. Stadium Repair Work Report on the progress of the stadium repair work prioritization.
- B. Stadium Signage Report on the self-containing signage for the stadium parking lot.
- C. Deputy Stadium Manager Report and discussion on the selection of a Deputy Stadium Manager.
- VI. New Business Discussion and Appropriate Action
 - A. Aloha Stadium Swap Meet Report and discussion in the hiring of a consultant to provide the Stadium Authority on the operation and management of the Aloha Stadium Swap Meet.
- VII. Next Meeting August 30, 2007
- VIII. Adjournment



An Agency of the State of Hawaii

Stadium Authority Meeting 99-500 Salt Lake Boulevard Aiea, Hawaii 96701 July 26, 2007

Members Absent

Kenneth Marcus

Alexander Kane, Jr.

Members Present

Kevin Chong Kee, Chairman

Kay Ahina

Marvin Fong

Kathryn Inouye Marcia Klompus

Nelson Oyadomari

Alan Tamayose

Staff

Scott Chan

Engel Garcia

Deborah Ishihara

Shawn Nagata

Kenneth Tong

Liane Nakagawa

Stephen Lee

Others

John Dellera, Deputy Attorney General

Russ Saito, DAGS Comptroller

Kerry Yoneshige, DAGS Administrative Services Officer

Roger Reeves, Centerplate

Dolores Barcelona, Centerplate

Farah Cabrera, Centerplate

Sam Shenkus, Centerplate Marketing Consultant

Teri Chang, UH Athletic Dept.

Lois Manin, UH Director of Media Relations

James Cablay - Swap Meet Vendors' Association

Jeffrey Dillard, Swap Meet Vendors' Association

I. <u>CALL TO ORDER</u>

A quorum being present, Chairman Kevin Chong Kee called the meeting to order at 10:10 a.m.

II. <u>APPROVAL OF MINUTES - JUNE 28, 2007 PUBLIC MEETING AND EXECUTIVE SESSION</u>

ON A MOTION BY MEMBER MARVIN FONG AND SECONDED BY MEMBER NELSON OYADOMARI, THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF THE JUNE 28, 2007 PUBLIC MEETING AND EXECUTIVE SESSION.

III. MONTHLY REPORT

A. Chairman's Report

August Board Meeting

Chairman Chong Kee stated Manager Scott Chan will be out of town on August 30, 2007, and would like to recommend that the Stadium Authority meeting be moved to August 23, 2007 instead.

A MOTION WAS MADE BY MEMBER MARCIA KLOMPUS AND SECONDED BY MEMBER MARVIN FONG TO MOVE THE AUGUST BOARD MEETING TO AUGUST 23, 2007 INSTEAD OF AUGUST 30, 2007. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MOTION.

Lois Manin

Chairman Chong Kee introduced Lois Manin, Director of Communications at UH.

Meeting with DAGS

Chairman stated he and Member Inouye attended a meeting at DAGS concerning the prioritization of Stadium repair work. Comptroller Russ Saito will present his report under Unfinished Business.

B. Stadium Manager's Monthly Report

Events Calendar

Mr. Chan apologized that the 6-month calendar was not available due to illness by a staff member.

Personnel

The stadium has had a 30% vacancy ratio of full-time employees (approximately 10 positions) and is pleased to inform the Board that most of the positions will be filled by the beginning of the 2007 football season, with two more selections soon to be

announced. Mr. Chan said it has been a great undertaking and thanked DHRD and DAGS downtown as well as the Stadium staff for assisting with the process.

Strategic Plan

The staff has had two meetings on this subject. Prior to the next Board meeting, we will be setting up meetings with the committee to obtain the Board's suggestions/vision for the Strategic Plan. Although it will not be completed by this season, we hope to make some progress this year.

Energy Conservation

The Board of Water Supply congratulated and thanked Aloha Stadium for its success in the reduction of 1.8 million gallons of water usage in 2006. Mr. Chan said the Stadium staff is to be commended for being conscientious and doing a tremendous job in the area of energy conservation. Our goal is to achieve similar results with trash and electricity.

License Agreement Survey

Member Ahina inquired if a report was available at this time. Mr. Chan said we have received responses from several stadiums and he will be meeting with Member Kenneth Marcus, who is the chair for the committee; he will then share the results with the Board at the next meeting. The purpose of the survey is to compare contractual agreements that are implemented at similar facilities.

Employee Orientation

Member Klompus inquired if the Board will be invited to attend the 2007 employee orientation. Mr. Chan advised that a mass orientation will occur every other year. The next one will be in held 2008. This year, the training sessions will be broken down in smaller groups, which management feels will prove to be very effective.

Baseball Press Box (BBPB)

Member Klompus inquired about the availability of seats for the Board in the BBPB as well as the food that is provided by the sponsors. Mr. Chan reported that the BBPB is a source of revenue for the Stadium. Eventually, we would prefer that Hawaii Malls, Inc. and/or Centerplate coordinate/package with possible sponsorship/advertising. For the 2007 season, sponsorships are already in place for all seven UH games. He also stated that Board

members will have access to the Stadium Authority Box, as well as seats in the loges.

Member Ahina inquired if everyone is aware of the rules in the BBPB, specifically the allowable age of children. Mr. Chan stated all sponsors are being informed of the rules. She also inquired about the V.I.P. seats that are provided for Mr. & Mrs. Les Keiter. Mr. Chan stated Mr. Keiter is a well-recognized figure in Hawaii, he was an employee of the Stadium for ten years and the "voice of Aloha Stadium." This is our way of helping him to continue his legacy. He also participates in a radio program with Don Robbs.

C. <u>UHAD Monthly Report</u>

UH Athletic Coordinator Teri Chang attended the meeting on behalf of Athletic Director Herman Frazier. She stated they are very excited about the upcoming season and are looking forward to working hand-in-hand with the new staff at the Stadium.

D. Centerplate/Swap Meet Monthly Report (report distributed)

Farah Cabrera passed out photos of the successful Milkcap (POGS) Tournament, which has increased the attendance at the Swap Meet by 6%. They are also cross-promoting the Milkcap events at the Ala Moana Center Shirokiya location.

Ms. Cabrera also presented a copy of the back-to-school ad which appeared in the Honolulu Star Bulletin on July 20, 2007.

Their back-to-school fashion show has been postponed and will be replaced with two Milkcap events (August 5 & 12, along with rides for the children.

Centerplate is busy working on their food presentation for the August 16, 2007, Media Day.

Member Klompus suggested to Centerplate the possibility of coordinating a pet adoption event once a month through the Humane Society. Ms. Cabrera stated Centerplate is very receptive to new ideas and will certainly explore Member Klompus's idea.

E. Hawaii Malls, Inc. Monthly Report

Mr. Chan reviewed Hawaii Malls' report with the Board which noted verbal commitments of media packages and the status of portable restroom proposals. He stated there are some issues that need to be addressed with Deputy Attorney General John Dellera prior to finalizing a contract concerning the increase of women restroom facilities. Every effort is being made to avoid passing the cost on to the Stadium or UH.

Member Ahina inquired if a financial report was available, showing a monthly comparison from last year. Administrative Services Officer Deborah Ishihara stated that the initial financial report would remain the same throughout the year because the contracts are based on annual rates.

Mr. Chan asked Member Ahina, given the above explanation, does she still want the financial report. She stated the numbers are of great interest.

IV. APPROVAL OF EVENTS

A. Roosevelt High School Marching Band Rehearsals

October 7, 14, 21, 28, 2007 (Sundays)

A MOTION WAS MADE BY MEMBER KLOMPUS AND SECONDED BY MEMBER FONG TO APPROVE THE EVENTS. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MOTION.

B. <u>Soccer United Marketing (SUM) – Pan Pacific Championship</u> February 20-23, 2008 (Wednesday through Saturday)

Mr. Chan stated that SUM is accepting the field "as is" in Football configuration.

A MOTION WAS MADE BY MEMBER KLOMPUS AND SECONDED BY MEMBER FONG TO APPROVE THE EVENT. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MOTION.

C. Graduations:

Pearl City High School Graduation

May 31, 2008 (Saturday)

Mililani High School Graduation

June 1, 2008 (Sunday)

A MOTION WAS MADE BY MEMBER KLOMPUS AND SECONDED BY MEMBER AHINA TO APPROVE THE EVENTS. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MOTION.

D. Subaru Hawaii Car Sales Clinic

September 18-19, 2007 (Tuesday and Wednesday)

Mr. Chan said Subaru is requesting the use of the parking lot for employee training.

Mr. Dellera stated he is concerned that the Stadium would not be in compliance if the parking lot is rented to a profit-making group instead of for recreational purposes as required in the Federal deed restrictions, which states the use of the Stadium is solely for the purposes of public recreation.

Comptroller Saito said the question is, in approving non-recreational activities, are we depriving a recreational group from using the facilities. Although it appears to be a small matter, he believes from the legal side, Mr. Dellera has a very good point.

Ms. Ishihara stated a Park & Ride at the Kam Parking Lot was approved for the Stadium (she believes via an Executive Order) as part of a Mass Transit Plan. Mr. Dellera said he is not aware of it, but that the Federal deed restrictions cover 60+ acres and the Stadium consists of over 100 acres; he is not sure if the Kam Lot is included in those restrictions.

Mr. Chan stated over the past 15 years we have allowed various non-recreational activities (including ambulance drivers, D.O.E. driver training, D.O.T. motorcycle, etc.) in the parking lot that have never interfered with any recreational event. The points that Mr. Dellera is now addressing will require some clarification before we can continue with these non-recreational activities.

Member Kathryn Inouye said a clarification is needed to determine if the deed restriction states that the property is to be used for a recreational facility for recreational purposes, or does it imply that every activity that takes place on the property must be solely for recreational purposes.

Members Inouye and Klompus agreed that guidelines should be worked out between the staff and the Attorney General's office to assist the Board with future decisions.

Comptroller Saito recommended (and Mr. Dellera agreed) that the Board seek Mr. Dellera's advice on a case-by-case basis.

Member Inouye said she still feels staff should work on policy guidelines.

Comptroller said it is a very vigorous and timely situation to change the deed restriction.

Chairman requested Mr. Dellera's advice on this event. Mr. Dellera said it would be difficult to justify this event as public recreation because it is not open to the public and it is not a recreational activity. Its purpose is to train Subaru's employees about the performance characteristics of the automobiles they sell. The event is therefore commercial in nature, and it has nothing to do with public recreation.

A MOTION WAS MADE BY MEMBER INOUYE AND SECONDED BY MEMBER FONG TO DENY APPROVAL OF THIS EVENT. ON A VOTE OF 5 TO 2 THE BOARD APPROVED THE MOTION. MEMBERS OYADOMARI AND KLOMPUS VOTED AGAINST THE MOTION.

Mr. Chan said he is certain we will be approached by similar requests in the future and we will have to consult with Mr. Dellera to come up with the necessary guidelines.

V. UNFINISHED BUSINESS

A. <u>Stadium Repair Work – Report on the progress of the stadium repair work prioritization.</u>

Comptroller Saito presented a very brief high-level summary of what DAGS considers to be the most urgent repair projects that need to be done. These items cover the entire budgeted amount of \$12.4 million:

- 1. Structural Certification (incl. wind loads modeling and analysis)
- 2. Roof Replacement (Sections/Sport Replacement Southeast sections F F-K K and the North-Northeast in the End zone sections R R-V V)
- 3. Upgrade/Relocate 12 Light Transformers
- 4. Corrosion Mitigation (Cleaning/Recoating of surfaces)
- 5. Waterproofing & Deck Repair
- 6. Stiffen Raised Concourse Bridges
- 7. Additional Handrails

Most of the work will begin at the end of the football season and completion by next year.

Mr. Chan thanked Comptroller Saito and his group and Chairman Chong Kee for taking the lead on securing the funding of \$12.4 million for these CIP projects and for working with our staff to prioritize what needs to be done.

Comptroller noted that a task force has been formed consisting of him, Chairman Chong Kee, Member Inouye, along with other members from the general public. Said task force will handle the future steps by scheduling tours of Legislators, news reporters, people from the community to show them that the stadium is safe and to point out those areas where immediate repair work is occurring.

B. <u>Stadium Signage – Report on signage in the stadium parking</u> lot advertising stadium events.

Comptroller stated several firms that deal with highway signs (i.e., Grace Pacific) were contacted and the following are two options which are similar in size to the Neil Blaisdell Center sign:

1. A solar powered type with powered generators ranging in cost from \$30,000 - \$35,000.

2. A better grade gas generator / electric powered sign (10' x 8" wide by 3' 7" high) – approximately \$62,000. (complete – includes the trailer). Can be custom designed and placed in any location.

Comptroller mentioned if this is what the Board has in mind relative to signs, they can further explore the logistics and discuss with Stadium management about how it would fit into their budget.

Deputy Attorney General Dellera stated if the sign becomes visible from H-1, the Stadium would need approval from the Director of the Dept. of Transportation. Comptroller Saito said, it would be facing Salt Lake Blvd. or Kamehameha Hwy.

Mr. Chan expressed his concerns to the Board that due to a pending lawsuit and the possibility of losing that case (six figures), the Stadium will have very little flexibility to spend on unbudgeted items.

Comptroller Saito suggested that due to Mr. Chan's schedule, and the next Board meeting is only three weeks away, they will look into the funding for the sign and made a recommendation at the next meeting.

Mr. Dellera recommended that the agenda be explicit saying the installation of an outdoor sign, advertising stadium events.

Chairman Chong Kee deferred further discussion on the sign issue to the next meeting.

C. DEPUTY STADIUM MANAGER

Chairman Chong Kee said in an effort to fill the positions for his team Mr. Chan has selected Lois Manin as his Deputy Manager and is hereby requesting approval by the Board. Ms. Manin was asked to give a brief background of herself.

Member Klompus stated Ms. Manin has great skills working with the Media, has the respect of many of the reporters and feels she is an excellent choice.

Chairman Chong Kee said he feels Mr. Chan is putting together a great team.

A MOTION WAS MADE BY MEMBER KLOMPUS AND SECONDED BY MEMBER FONG TO APPROVE THE APPOINTMENT OF LOIS MANIN AS DEPUTY MANAGER FOR ALOHA STADIUM. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MOTION.

VI. NEW BUSNESS -

A. Aloha Stadium Swap Meet – Report and discussion in the hiring of a consultant to provide the Stadium Authority with a report on the operation and management of the Aloha Stadium Swap Meet.

Chairman Chong Kee said during the past few months, we have been receiving a lot of reports concerning the loss in revenues and many situations have been occurring at the Swap Meet. In a discussion with Comptroller Saito and Mr. Chan, we agreed it is time to hire a consultant to look at the operations of the Swap Meet.

Member Ahina inquired and Chairman Chong Kee confirmed that it would be through a RFP. She stated it is a great idea. She also inquired if it is included in the budget. Mr. Chan said he is working with Centerplate on this matter.

Mr. Chan said they have been working on several issues for some time with little progress and believes hiring the right person with the expertise to advise our current staff will be worthwhile. He said one of the major concerns is to address the decline that the Swap Meet is currently experiencing which is affecting the buyer/seller counts.

A lengthy discussion followed as to who would be the direct contact with the consultant, the Board versus management. Deputy Attorney Dellera said according to the statutes, the Board can delegate this task to the Stadium Manager, but the consultant's report should be presented to the board, and it should decide, after hearing staff's recommendations, whether significant changes in swap meet operations should be made.

Member Ahina stated her understanding is to go through the RFP process, the staff works with the consultant, and the Manager would make his recommendations to the Board.

Chairman Chong Kee recommended a motion be made to proceed.

A MOTION WAS MADE BY MEMBER KLOMPUS AND SECONDED BY MEMBER FONG TO PROCEED WITH THE PROCESS TO HIRE A CONSULTANT TO ASSIST THE STADIUM MANAGEMENT TO CHECK ON THE OPERATIONS OF THE MANAGEMENT OF THE ALOHA STADIUM SWAP MEET AND TO BE INVOLVED WITH THE CONSULTANT AND TO REPORT BACK TO THE BOARD MONTHLY ON THE PROGRESS. THE BOARD VOTED UNANIMOUSLY TO APPROVE THE MOTION.

VIII. NEXT MEETING

August 23, 2007

IX. ADJOURNMENT

12:00 noon

KEVIN CHONG KEE

Chairman

Recorded by:

Diana Ho

Approval Date:

August 23, 2007